

## **WARREN COUNTY BOARD OF SUPERVISORS**

COMMITTEE: **FINANCE**

DATE: **OCTOBER 10, 2007**

**Committee Members Present:**

Supervisors Monroe  
Belden  
Stec  
O'Connor  
Bentley  
Tessier  
VanNess

**Others Present:**

William Thomas, Chairman  
Hal Payne, Commissioner of Administrative &  
Fiscal Services  
Joan Sady, Clerk  
Paul Dusek, County Attorney  
Supervisor Caimano  
Supervisor Gabriels  
Supervisor Merlino  
Supervisor Sokol  
Supervisor F. Thomas  
Judy Harris, County Auditor  
William Lamy, DPW Superintendent  
Todd Lunt, Director, Human Resources  
Rob Lynch, Deputy Treasurer  
Rick Murphy, Deputy Commissioner of Fiscal  
Services  
Frank O'Keefe, County Treasurer  
Robert Phelps, Commissioner of Social  
Services  
Dave Strainer, Town of Queensbury  
Nancy O'Brien, *The Adirondack Journal*  
David Cederstrom, *The Chronicle*  
Nicole Livingston, Deputy Clerk

**Committee Members Absent:**

Supervisors Champagne  
Kenny

---

Mr. Monroe called the meeting to order at 10:38 a.m.

Motion was made by Mr. Belden, seconded by Mr. Bentley and carried unanimously to approve the minutes of the September 12, 2007 Committee meeting, subject to correction by the Clerk.

Copies of the Finance Agenda were provided to the Committee members, and a copy of same is on file with the minutes.

Commencing the Agenda review, Mr. Monroe apprised Item 1 was handled during the Personnel/Human Resources Committee meeting and therefore action was not needed from the Finance Committee.

Item 2, Mr. Monroe said, was a request from Dave Wick, District Manager of the Soil & Water Conservation District, to address the Committee regarding a new office building.

Mr. Wick distributed a packet of proposed Facility information to the Committee members, a copy of which is on file with the minutes. He advised he had gone before the Budget Committee and was directed to find a piece of County-owned property and to down-size the conceptual building footprint plan, which he had done. He noted that the parcel of property that he had determined to be suitable for the buildings new location was just north of the Warren County Fairgrounds, and was County-owned and had been managed by his Office for the past twenty years. Mr. Wick added that they were looking at a modular design building, pending modifications to Wicks Law which currently prevented modular building construction for municipalities. He stated that the law change was expected to happen in the upcoming legislative session, allowing for such buildings to be constructed. He concluded that the estimated cost for the entire project would be approximately \$450,000.

Frank O'Keefe, County Treasurer, said the funding for this project had not been included in the 2008 proposed budget; however, he added, he would recommend obtaining a thirty year bond which could be structured to be paid off in five years.

Chairman Thomas entered the meeting at 10:44 a.m.

Discussion ensued regarding the location of the new Soil and Water Conservation District Office building. The consensus of the Committee was to hold on making any decisions until additional meetings were held.

Motion was made by Mr. Belden, seconded by Mr. Stec and carried unanimously to table discussions on the new Office building until next month.

Mr. Monroe stated Item 3 were requests for Transfers of Funds for Committee approval. He added that Supervisory Committee approval had been obtained as necessary.

Motion was made by Mr. Belden, seconded by Mr. Stec and carried unanimously to approve Item 3 as outlined above, and the necessary resolution was authorized for the next board meeting.

Mr. Monroe expounded Item 4 was a referral from the Criminal Justice Committee, Assigned Counsel, requesting to transfer funds in the amount of \$50,000 in order to pay vendors. He noted that the recommended source of funding was to be transferred from A.1990 469 - Contingent Fund. Mr. Monroe added that if this transfer was approved, approximately \$120,000 would remain in the Contingent Fund.

Motion was made by Mr. Tessier, seconded by Mr. Stec and carried unanimously to approve Item 4 as outlined above, and the necessary resolution was authorized for the next board meeting.

Mr. Dusek entered the meeting at 10:53 a.m.

Mr. Monroe said Items 5A through C were referrals from the DPW Committee which were as follows:

- A) Amending the 2007 County budget to increase estimated revenues and appropriations in the amount of \$52,500 to reflect receipt of increased funding from the Lake George Watershed Conference for CR #11 Valley Woods Road.
- B) Increasing Capital Project No. H166.9550 280 - Lake George Basin Sewer, in the amount of \$135,000, with the source of funding to be transferred from A.9950 - Transfers Capital Projects.
- C) Authorizing the County Treasurer to close Capital Project No. H252.9550 280-June 2005 Flood Damage, and to forward the remaining balance to the Debt Service Fund.

Motion was made by Mr. Belden, seconded by Mr. Stec and carried unanimously to approve Items 5A through C as outlined above, and the necessary resolutions were authorized for the next board meeting.

Continuing, Mr. Monroe apprised Item 6 was a referral from the Economic Development Committee, requesting funding of the Adirondack Regional Business Incubator in the amount of \$50,000 for fiscal year 2008. He noted that questions regarding this request were addressed at the September 21, 2007 Board of Supervisors meeting and a resolution was needed for the funding to be included in the 2008 County budget.

Motion was made by Mr. O'Connor, seconded by Mr. Tessier and carried unanimously to approve Item 6 as outlined above, and the necessary resolution was authorized for the next board meeting.

Mr. Monroe noted Items 7A and B were referrals from the Information Technology Committee. The first, he said, was a request to amend the 2007 County budget to increase estimated revenues and appropriations in the amount of \$1,900 to reflect the sale of the RAID Array on eBay. Item 7B, he added, was a request to amend the 2007 County budget to increase estimated revenues and appropriations in the amount of \$4,904 to reflect the receipt of insurance proceeds relating to the power outage.

Motion was made by Mr. Stec, seconded by Mr. Belden and carried unanimously to approve Items 7A and B as outlined above, and the necessary resolution was authorized for the next board meeting.

Mr. Monroe expounded Item 8 was a referral from the Parks, Recreation & Railroad Committee, requesting to amend the 2007 County budget to increase estimated

revenues and appropriations in the amount of \$17,873 to reflect receipt of State snowmobile grant in Aids funds.

Motion was made by Mr. Stec, seconded by Mr. Belden and carried unanimously to approve Item 8 as outlined above, and the necessary resolution was authorized for the next board meeting.

Mr. Monroe stated Item 9 was a referral from the Planning & Community Development Committee, requesting to amend the 2007 County budget to increase estimated revenues and appropriations in the amount of \$7,573 to reflect receipt of training funds from the 2010 Local Update of Census Addresses Program.

Motion was made by Mr. Stec, seconded by Mr. Tessier and carried unanimously to approve Item 9 as outlined above, and the necessary resolution was authorized for the next board meeting.

Mr. Monroe said Item 10 was a referral from the Sheriff & Communications Committee, requesting to decrease Capital Project No. H99.9550 280-Sheriff Vehicle Purchase, in the amount of \$334,592.12 and authorizing the County Treasurer to close Capital Project No. H.99.9550 280 and to forward the remaining balance to the General Fund. Mr. Monroe noted that Hal Payne, Commissioner of Administrative & Fiscal Services, would address this issue.

Mr. Payne advised he had spoken with Sheriff-elect, Bud York, who had requested that the Capital Project remain in place in order for him to review the fleet of vehicles available to the Sheriff's Office, as well as the equipment available. He further stated that Mr. York had agreed to remove the vehicles that were already approved for this year which totaled \$204,000.

Motion was made by Mr. Stec, seconded by Mr. VanNess and carried unanimously to table Item 10.

Mr. Monroe expounded Items 11A through C were referrals from the Social Services Committee. The first, he said, was a request to amend the 2007 County budget to increase and decrease estimated revenues and appropriations in the amount of \$193,450 due to a shortfall in funding in various codes.

Motion was made by Mr. VanNess, seconded by Mr. Belden and carried unanimously to approve Item 11A as outlined above, and the necessary resolution was authorized for the next board meeting.

Mr. Monroe added Item 11B was a request to amend the 2007 County budget to increase and decrease estimated revenues and appropriations in the amount of

\$507,140 due to a shortfall in funding in various codes. He noted that a supplemental appropriation in the amount of \$148,585 had been requested; however, he said, the recommended source of funding in the amount of \$148,585 was to be transferred from A.9730 610-Bond Anticipation Notes-Indebtedness because funds were available within that code.

Motion was made by Mr. Tessier, seconded by Mr. Bentley and carried unanimously to approve the request as outlined above, and the necessary resolution was authorized for the next board meeting.

Mr. Monroe stated Item 11C was a request to authorize the County Treasurer to close Capital Project No. H234.9550 280-Purchase Social Service Vehicle, due to completion of the project.

Motion was made by Mr. Stec, seconded by Mr. VanNess and carried unanimously to approve Item 11C as outlined above. *(Subsequent to the meeting, it was determined that Resolution No. 337 of 2007 had closed the aforementioned Capital Project and no further action was needed.)*

Mr. Monroe apprised Item 12 was a referral from the Tourism Committee, requesting to amend the 2007 County budget to increase estimated revenues and appropriations in the amount of \$5,615 to reflect receipt of advertising revenue.

Motion was made by Mr. Tessier, seconded by Mr. Belden and carried unanimously to approve Item 12 as outlined above, and the necessary resolution was authorized for the next board meeting.

Mr. Monroe said Items 13A through D were referrals from the Westmount Health Facility & Countryside Adult Home, which were as follows:

- A) Amending the 2007 County budget to increase estimated revenues and appropriations in the amount of \$324 to reflect receipt of HCRA (Health Care Reform Act) Recruitment and Retention Grant funds.
- B) Amending the 2007 County budget to increase estimated revenues and appropriations in the amount of \$7,625 to reflect receipt of HCRA Quality Improvement Demonstration Grant funds.
- C) Authorizing the County Treasurer to close Capital Project No. H261.9550 280-Septic System replacement, due to completion of the project.
- D) Authorizing the County treasurer to close Capital Project No. H177.9550 280-Renovate County Residential Hall, due to the completion of the project.

Motion was made by Mr. Stec, seconded by Mr. VanNess and carried unanimously to approve Items 13A through D as outlined above, and the necessary resolutions were authorized for the next board meeting.

Concluding the Agenda review with Item 14, Mr. Monroe advised Finance Committee action was required on the following items approved by the Personnel/Human Resources Committee: Items Nos. 4 and 7A. Joan Sady, Clerk of the Board, noted that Item 7B of the Personnel/Human Resources Agenda required Finance Committee action as well because the salary for the Real Property Tax Services Deputy Director had been amended.

Motion was made by Mr. Stec, seconded by Mr. Belden and carried unanimously to approve Item 14 as presented.

Prior to adjournment, Frank O'Keefe, County Treasurer, requested permission to address the Committee. Mr. O'Keefe announced that the report from Moody's Investment Service had been received. Unfortunately, he said, due to the County's financial condition, Moody's had downgraded Warren County from an A1 status to an A2 status. He noted the downgrade was mainly due to the deterioration of the fund balance. He further stated that in the year 2000, the County had a fund balance which totaled \$22 million and by the end of 2007 there would be a zero fund balance. Mr. O'Keefe reminded the Committee members again that a five year Capital Plan needed to be instituted, which was addressed a year ago and there still had been nothing done to complete that. He said that the County would definitely need to bond at least \$20 million next year.

Mr. Caimano stated he agreed with Mr. O'Keefe in that steps needed to be taken to rebuild the surplus; however, he added, that the report did not reflect all negative things. He advised that the Supervisors should read the report because there were good things included in it as well.

There being no further business before the Committee, on motion by Mr. Stec and seconded by Mr. Belden, Mr. Monroe adjourned the meeting at 11:11 a.m.

Respectfully submitted,

Nicole Livingston, Deputy Clerk